Computer OverDrive Instructions

Things to know:

With a computer, you make check out **Kindle** and **EPUB** eBooks and **MP3** and **WMA** format eAudiobooks.
You may check out **5 books** at a time.
Books check out for **14 days**. You may return books early.
You may put **3** books on hold by entering your email by **Join Waiting List**.
No renewals. You may check it out again on the Library's OverDrive site.
No overdue fees. Books check in automatically on due date.
Is our OverDrive missing an author, title, or series? Make a
recommendation on the OverDrive site.

To use OverDrive on your computer, you will need to download free
software according to the type of eBook you wish to borrow.
The free software you may download include:

1. **OverDrive Media Console** to listen to audiobooks in **MP3** and **WMA** formats. To set up, see page **2**

2. **Adobe Digital Editions** to read **EPUB** format books. Set up on page **7**

3. **Kindle** app to read Kindle format books. Set up on page **13**
   (You may read all Kindle ebooks available except those marked **Kindle devices via USB only,** which are limited to download to "real" Kindle eReaders.)

To browse for books:
    MP3 and **WMA** eAudiobooks, page **4**
    EPUB, page **10**
    Kindle, page **14**

If you need help with OverDrive, please contact Kim Ball with your
question(s) or to set up an appointment at:
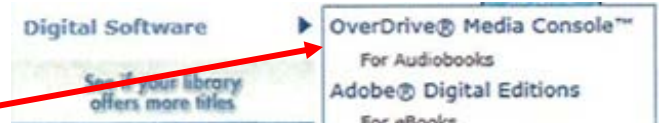   Phone: 903-237-1349
    Email: kball@longview.lib.tx.us

To set up OverDrive Media Console on your computer for eAudiobooks:

1) Go to the Longview Public Library webpage at http://www.longviewlibrary.com and click the OverDrive icon box on the right side of the page.
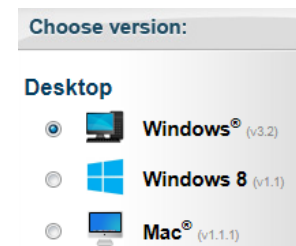
2) On the left hand side of the OverDrive page, click **Digital Downloads**.

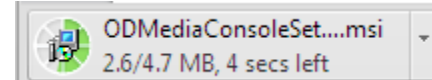In the box that appears, click **OverDrive Media Console.**

3) On the OverDrive Media Console page that appears, click the button next to your machine type: **Windows, Windows 8, or Mac**.
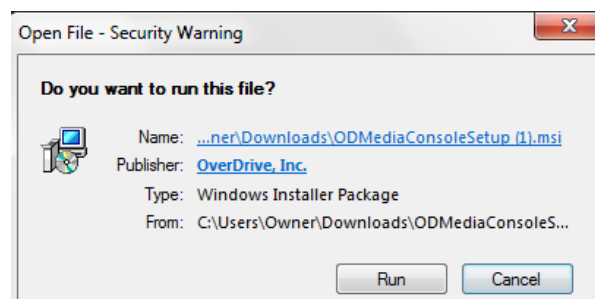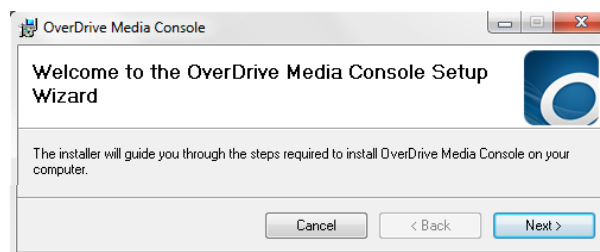
Click **Download Now**.

4) A download window will appear. It may look different depending on your operating system. You may need to click on the download box to open the file.
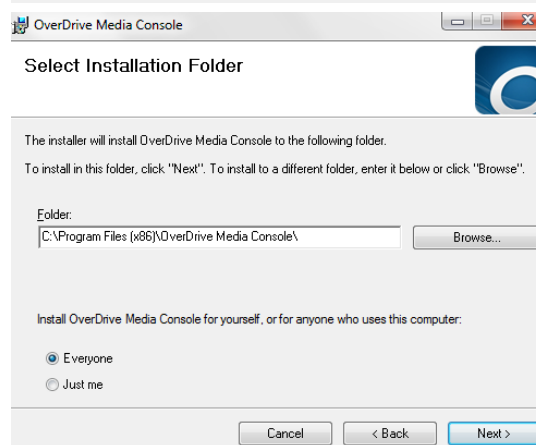
5) Click **Run** when prompted.
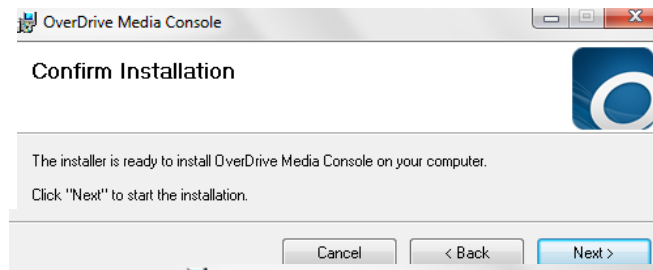
6) Click **Next**.

7) Click the button next to **I agree**.
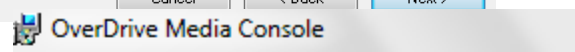Click **Next**.

8) Click **Next** on the Installation
box that appears.

9) Click **Next** on the Confirm
Installation page.

10) The program will install.
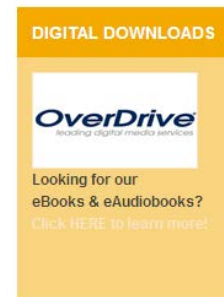Click **Yes** when asked for permission
to install program.

11) Click **Close** when installation is
complete.

12) Click the icon on your Desktop to open the program.
You may now choose eAudiobooks from the Library's
OverDrive page. Both **MP3** and **WMA** formats will open in
the OverDrive Media Console.

To browse for MP3 and WMA audiobooks

1) Go to the Longview Public Library webpage at http://www.longviewlibrary.com . Click on the **OverDrive** icon box on the right side of the page.

(The direct URL for the Longview Public Library OverDrive catalog is: http://netldc.lib.overdrive.com.)

DIGITAL DOWNLOADS

OverDrive
leading digital media services

Looking for our
eBooks & eAudiobooks?
Click HERE to learn more!

2) Sign in first. Click **Login** on the top right hand side of page.

Libraries	Login	Font

3) Click the triangle to [select library]. Select **Longview Public Library**.
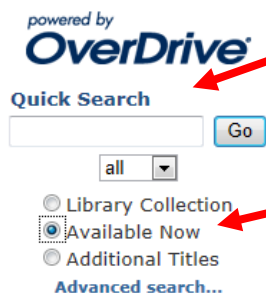
Library:
Longview Public Library

4) Enter your **entire library card number** (without any spaces) and password then click Sign In. (You must have an up-to-date library card with no fines to check-out.)

Longview Public Library
(If this is not your library, please go back and select again)

Library card number
2615000956568

PIN
••••

Sign In

5) The **My Account** page will open.

My Account

Select from the followin

My Cart	-	Di
Lending Periods	-	S fo
My Checkouts	-	Di
My Waiting List	-	Di
Wish List	-	Di
Rated Titles	-	Di

6) To search for a book, you may enter an author, title, or series name in the Quick Search box on the left.

powered by
OverDrive

Quick Search
[   ] Go
all ▾

○ Library Collection
◉ Available Now
○ Additional Titles
Advanced search...

Enter author or title or series name

Check this button to show only available titles

7) You can also do an advanced search to find all available **MP3** or **WMA** eAudiobooks

Title:	*
Creator:	
Keyword:	
ISBN:	
Format:	OverDrive MP3 Audiobook ▾
Publisher:	All publishers
Subject:	All subjects
Awards:	All awards
Date added to site:	▾
Results per page:	10 ▾
Display:	○ Library Collection
	● Available Now
	○ Additional Titles
	[Search]

Put an asterisk in the Title box to find all titles.

Select **MP3** or **WMA** Format.

Click Available now.

8) To select a book, click **Add to My Cart**.

War Horse
by Michael Morpurgo

Average rating:
★★★★☆
My rating:
☆☆☆☆☆

In 1914, a beautiful foal with a distinctive cross on his nose, is sold to the army and thrust into the midst of the war on the Western front. But his heart aches for Albert, the farmer's son he left...

Available copies: 1
Library copies: 2

Add to Wish List

🔊 SAMPLE

OverDrive MP3 Audiobook   Use on: PC Mac Burn to CD WMA iPod MP3   **ADD TO MY CART**

OverDrive WMA Audiobook   Use on: PC Mac Burn to CD WMA iPod MP3   **ADD TO MY CART**

9) If the book you want is already checked out, you may click **Join Waiting List** and enter your email. When the book becomes available, you will be sent an email. You will have three days to check it out. You may join the waiting list for up to 3 titles.

You may click **Add to Wish List** for books you may wish to read in the future.

10) Click **Proceed to Checkout**. If you changed your mind, click **Remove.**

My Cart

Please note: Titles added to your Cart will remain there for 30 minutes before they are returned to the library's collection. Please be sure to complete your checkout within this timeframe to avoid losing access to these title(s).

War Horse
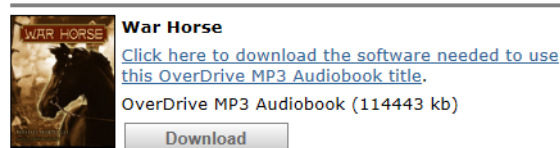Lending period: 14 days
OverDrive MP3 Audiobook   Use on: PC Mac Burn to CD WMA iPod MP3   Remove

Continue Browsing   **Proceed to Checkout**

11) Click **Confirm checkout**.

[Confirm check out]

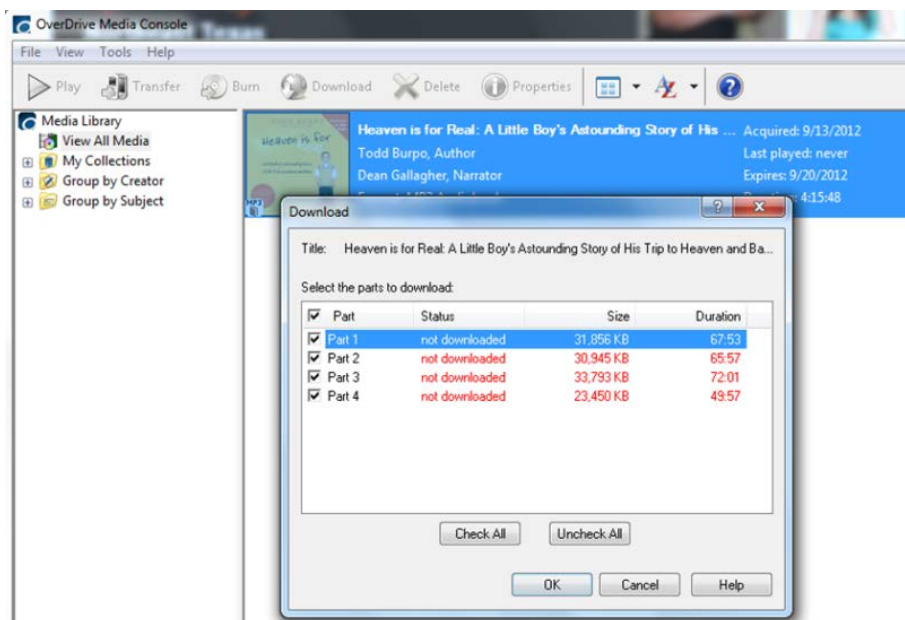12) The book is now ready to download. Click **Download.**

13) OverDrive Media Console will open. The program will then show you what parts need to be downloaded.

You may select only certain parts to download, if you wish, by clicking **Check All** or **Uncheck All**.

If the download gets interrupted, you may restart it at a later time.

Click **OK** to begin download.

14) Once downloaded, click **Play** to begin listening to the eAudiobook.

15) You may return a book early by clicking **Delete** at the top of the program screen.

Select **Return/Delete** to check the book back in at the Library's OverDrive site and remove it from your computer.

Select **Delete** to remove the book from your computer. **Delete** will not return the book at the Library's OverDrive.
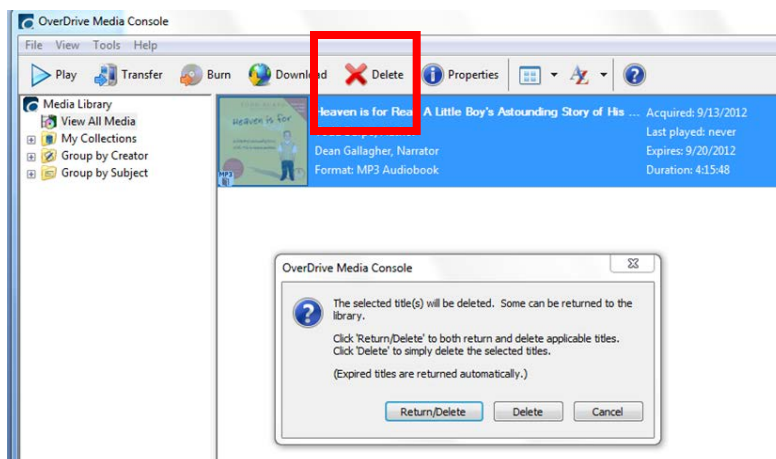
To set up Adobe Digital Editions on your computer for EPUB format eBooks

1) Go to the Longview Public Library website at http://www.LongviewLibrary.com Click the white **OverDrive** icon box on the right hand side of the page. The Northeast Digital Consortium/OverDrive page will open.

2) On the left side of the OverDrive page, hover your mouse over the words **Digital Software**.
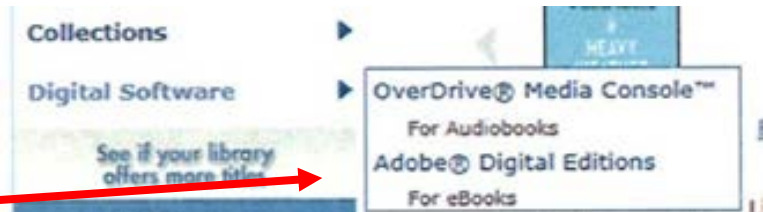
Click **Adobe Digital Editions**.

3) Click **Download Adobe Digital Editions**:

4) The Adobe website will open in another tab. Click **Download now** on the right hand side of the page.
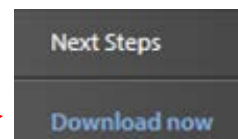
5) Select Windows or Macintosh depending on the type of computer you have

6) You will asked to **Run** or Save the program. (The box may look different on your operating system.) Click **Run**.

Do you want to run or save ADE_2.0_Installer.exe (5.61 MB) from **download.adobe.com**?

This type of file could harm your computer.

Run   Save ▼   Cancel

7) Your computer may ask for you to give permission for the program to make changes to your computer. Click **Yes**.
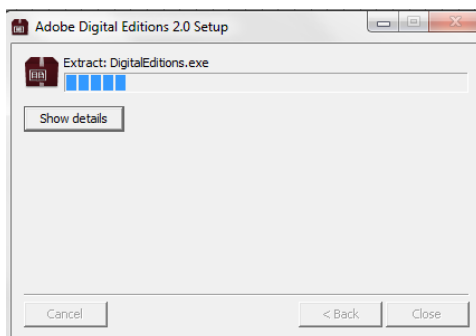
8) Click the box next to **I agree** for the Licensing Agreement. Then click **Next**.
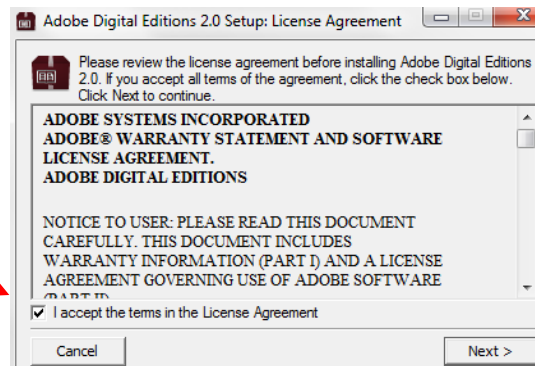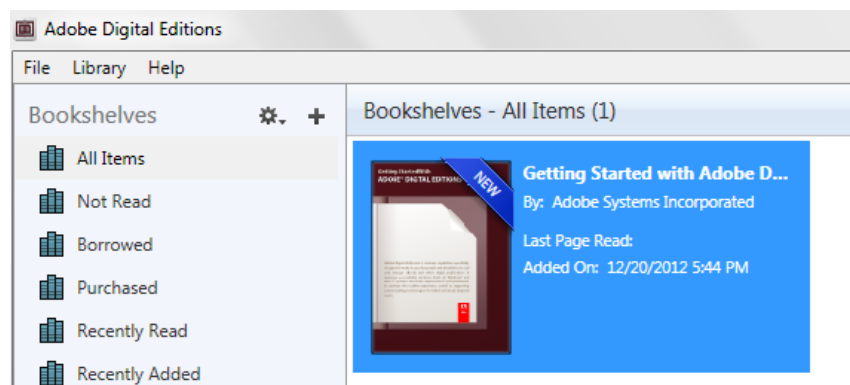
9) The next box will show you where it will install the program. Click **Next**. Then **Install**
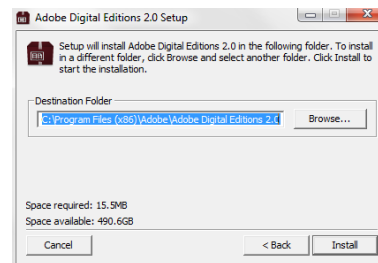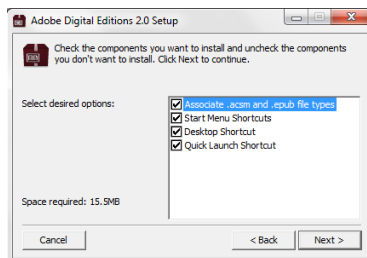
10) Install completed. Click **Close**
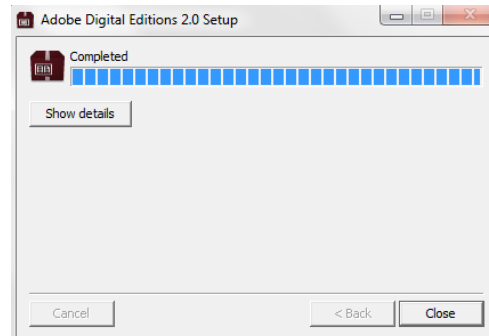
11) The program will automatically open.

12) Before using the program the first time, it is recommended to Authorize your computer. Adobe Digital Editions will ask you to authorize the device. Enter your Adobe user name (email address) and password. Click **Authorize**.

If you do not already have an Adobe ID, you will need to:

Go to this web address on your computer:
https://www.adobe.com/account/sign-in.adobedotcom.html

Click on **Don't have an Adobe ID?**

Enter your email. Create a password and enter it twice.
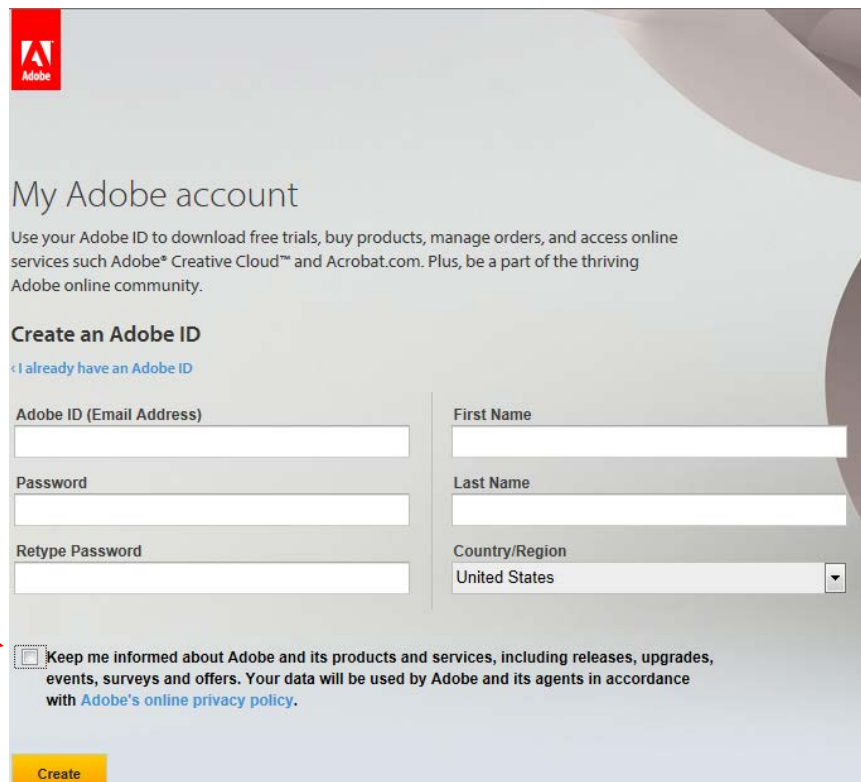
Enter your first name. Enter your last name.

You may wish to uncheck the box to **not** receive emails from Adobe.

Click **Create**.

Enter the email address you used to set up your Adobe account in Adobe Digital Editions and click **Authorize**.

If you need to reopen the Authorize window, click on the word Help on the top of the program's main screen and select **Authorize Computer**.
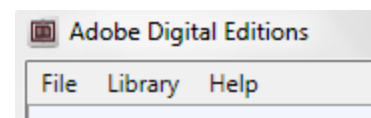
To browse for EPUB books:

1) Go to the Longview Public Library page, http://www.LongviewLibrary.com, click on the **OverDrive** icon box. The **Northeast Texas Digital Consortium** webpage will open.

DIGITAL DOWNLOADS

OverDrive
leading digital media services

Looking for our
eBooks & eAudiobooks?
Click HERE to learn more!

2) Sign in first. Click **Login** on the top right hand side of page.

| Libraries | Login | Font |

3) Click the triangle to [select library]. Select **Longview Public Library**.

Library:

Longview Public Library

4) Enter your **entire library card number** (without any spaces) and password then click Sign In. (You must have an up-to-date library card with no fines to check-out.)

Longview Public Library
(If this is not your library, please go back and select again)
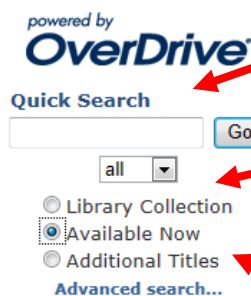
Library card number
2615000956568

PIN
••••

Sign In

My Account

Select from the followin

My Cart - Di
Lending Periods - S
fo
My Checkouts - Di
My Waiting List - Di
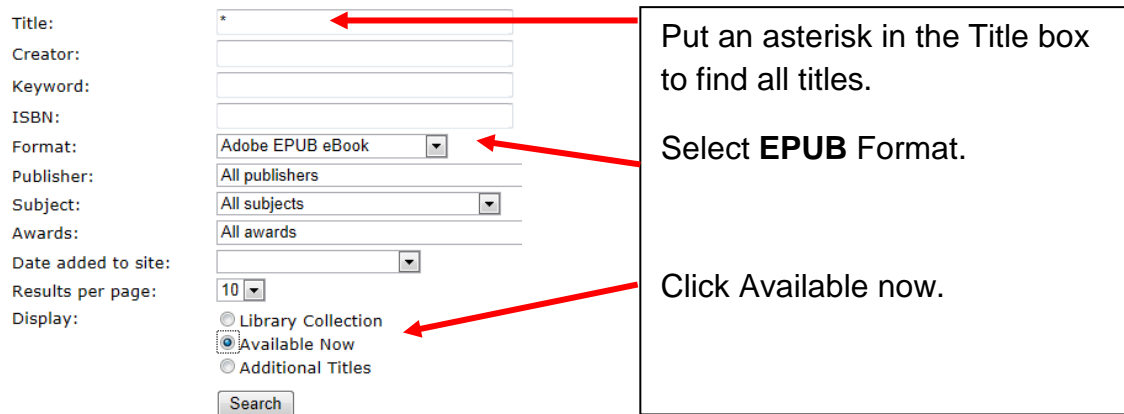**Wish List** - Di
Rated Titles - Di

5) The **My Account** page will open.

6) To search for a book, you may enter an author, title, or series name in the Quick Search box on the left.

powered by
OverDrive

Quick Search

[   ] Go

all ▼

◯ Library Collection
◉ Available Now
◯ Additional Titles
Advanced search...

Enter author or title or series name

Check this button to show only available titles

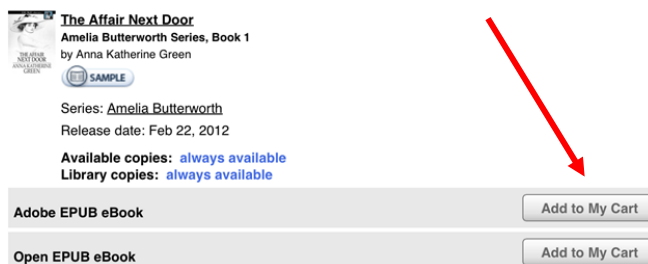7) You can also do an advanced search to find all available of a particular type of ebook: **EPUB** format

Put an asterisk in the Title box to find all titles.

Select **EPUB** Format.

Click Available now.

8) To select a book, tap **Add to My Cart.**

9) If the book you want is already checked out, you may click **Join Waiting List** and enter your email. When the book becomes available, you will be sent an email. You will have three days to check it out. You may join the waiting list for up to 3 titles.

You may tap "Add to Wish List" for books you may wish to read in the future.

10) Tap **Proceed to Checkout**. If you changed your mind, tap **Remove.**
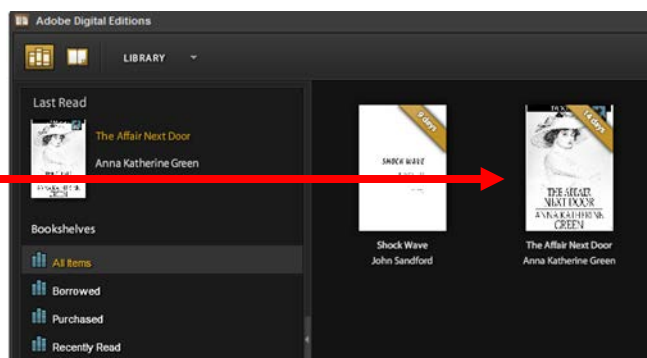

11) Tap **Confirm checkout**.

12) The book is now ready to download. Tap **Download.**
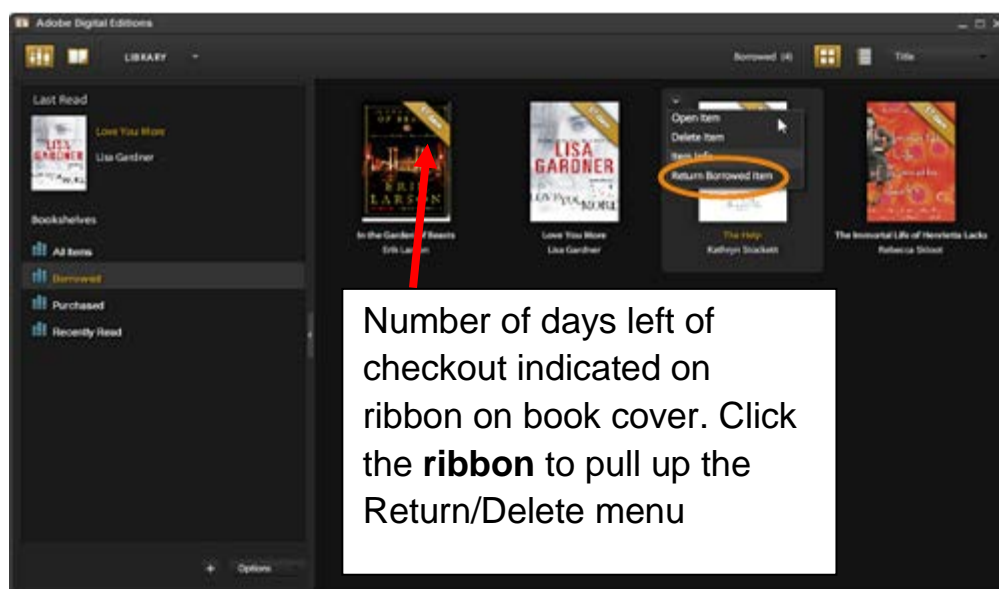
Adobe EPUB eBook (400 kb)

[Download]

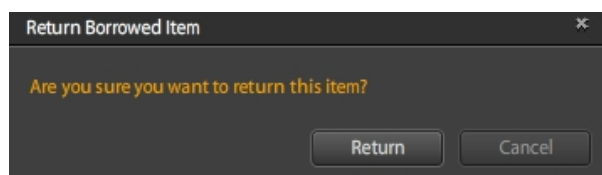13) The Adobe Digital Editions program will open and the book will appear in the Library.

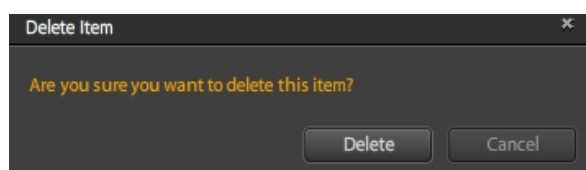Click on the cover icon to open and begin reading your book.

14) To return a book early, in your Adobe Digital Editions Library, click on the **ribbon** on the upper right of the ebook cover icon.

Number of days left of checkout indicated on ribbon on book cover. Click the **ribbon** to pull up the Return/Delete menu

Click **Return** to check the book back in at OverDrive. The program will ask you if you are sure.

Return Borrowed Item

Are you sure you want to return this item?

Return   Cancel

Click **Delete** to remove it from your device. The program will ask you if you are sure.

Delete Item

Are you sure you want to delete this item?
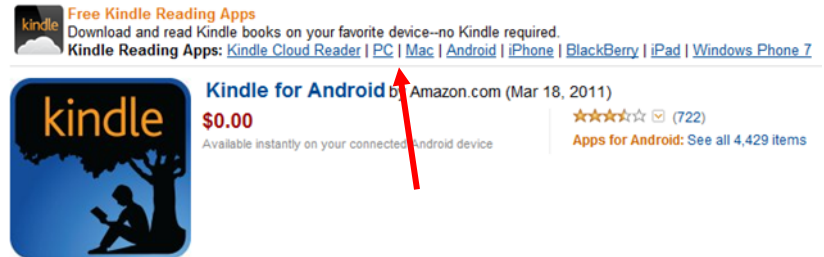
Delete   Cancel

To set up your computer for Kindle format eBooks:

1) Go to Amazon.com. Type **Kindle app** in the search box. Press **Go** or click the recommendation from the list that appears.
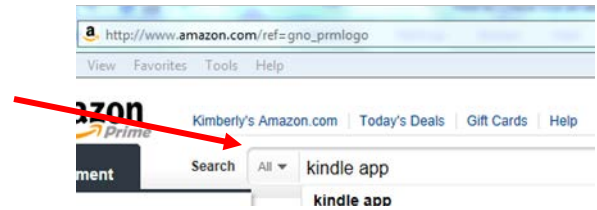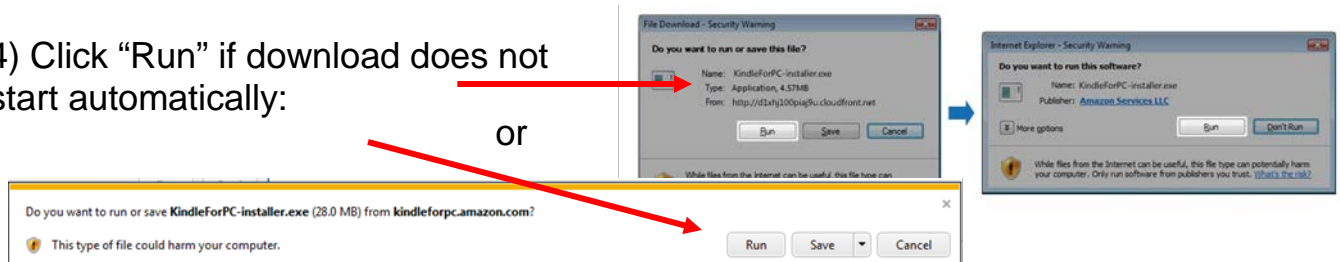
2) Select the proper app for your machine – **PC** or **Mac**:

3) Click **Download now** to start the download:
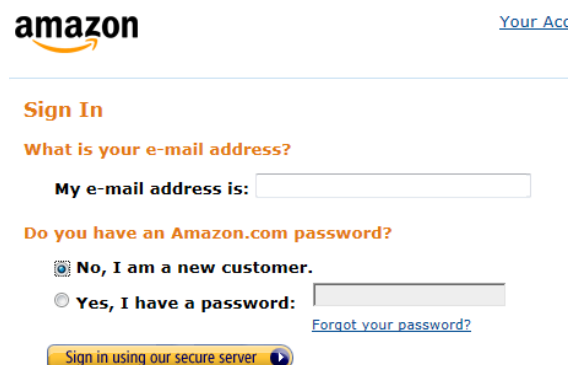
4) Click "Run" if download does not start automatically:

or

5) The program will install and put a Kindle icon on your desktop. It will open when it is finished installing.

6) You will need to sign in with the email and password you use for Amazon. If you need to set up and Amazon account, click **No, I am a new customer**.
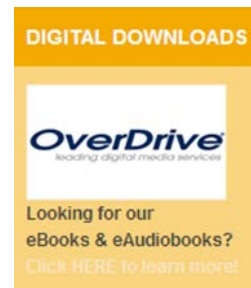
7) You may now select Kindle format eBooks from OverDrive.

To browse for Kindle Format eBooks:

1) Go to the Longview Public Library website at
http://www.LongviewLibrary.com
Click on the OverDrive icon box to go to the
Longview Public Library's Overdrive site.

DIGITAL DOWNLOADS

OverDrive
leading digital media services

Looking for our
eBooks & eAudiobooks?
Click HERE to learn more!

2) Click **Login** to sign in.

Login

3) Click the triangle to [select library].
Select **Longview Public Library**.

Library:
Longview Public Library

4) Enter your **entire library card
number** (without any spaces) and
password then click **Sign In**.
(You must have an up-to-date
library card with no fines
 to check-out.)

5) The **My Account** page will open.

6) To search for a book, you may enter an author, title, or
series name in the Quick Search box on the left.

Longview Public Library
(If this is not your library, please go back and select again)

Library card number
2615000956568

PIN
••••

Sign In

My Account

Select from the followin

My Cart   - Di
Lending Periods - S
                       fo
My Checkouts   - Di
My Waiting List - Di
Wish List   - Di
Rated Titles   - Di

powered by
OverDrive

Quick Search

Go

all

○ Library Collection
◉ Available Now
○ Additional Titles

Advanced search...

Enter author or title or series name

Check this button to show only
available titles

You can also do an advanced search to find all available Kindle format books.

Title: *
Creator:
Keyword:
ISBN:
Format: Kindle Book
Publisher: All publishers
Subject: All subjects
Awards: All awards
Date added to site:
Results per page: 10
Display: ○ Library Collection
              ◉ Available Now
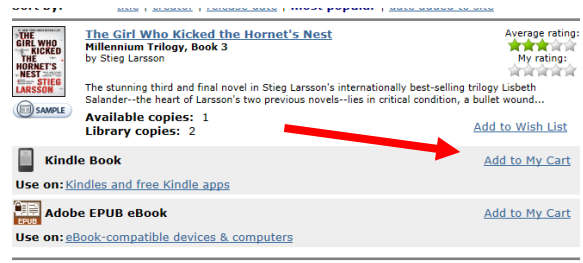   ○ Additional Titles

Search

Put an asterisk in the Title box
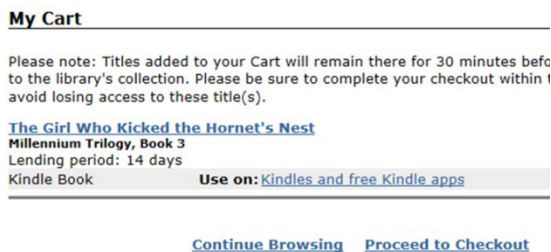to find all titles.

Select Kindle Format.

Click Available now.

7) You can sort the search results by Relevancy, Title, Author, Release Date, Most Popular or Date Added to Site.
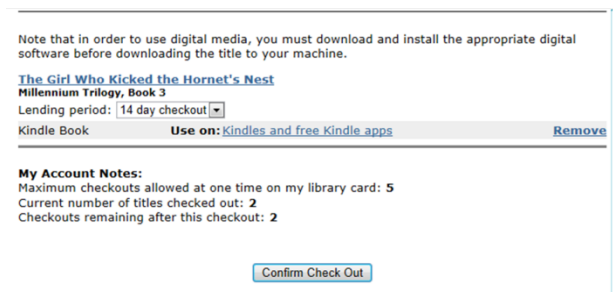
8) To select a book, click **Add to My Cart**

9) The default lending period is 14 days. Books automatically check back in. No overdues ☺. Click on **Proceed to Checkout**.

10) If you have changed your mind, click **Remove**.

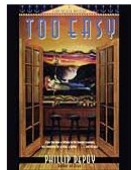Click **Confirm Checkout**.

11) Click **Get for Kindle**.

12) Amazon.com will open. **Sign in**. If you were not already signed into Amazon, you will need to go back to the OverDrive page and click **Get for Kindle** again to open the page with your selected book on Amazon.com.

13) Select your **Kindle for PC** for delivery of your title. Click on the yellow **Get Library Book** button. You may click the **Return Book** if you changed your mind about downloading the book.

Get Your Digital Library Loan

Too Easy (Flap Tucker Mystery) [Kindle Edition]
Phillip DePoy ☑ (Author)

- Digital library books require an active Wi-Fi connection for wireless delivery to a Kindle device. Library books will not be delivered via your Kindle's 3G connection.
- Kindle automatically backs up all of your notes and highlights. If you choose to purchase the book at a later date from the Kindle Store or check it out again, all your notes and highlights will be preserved.

Expiration Date: September 27, 2012

You may end your Library Loan early by visiting Manage Your Kindle and choosing "Return This Book" or return the book now by clicking below.

Return Book

★★★★★ ☑ (4 customer reviews)

You are signed in as
Use a different Amazon account

Get library book

Deliver to:
Kimberly's Kindle for PC 2

How does this work?

Read books on your computer or other mobile devices with our FREE Kindle Reading Apps.

14) You will see the message below when your library ebook has been delivered to your Kindle for PC.

Thanks, Kimberly!

Your digital library book, **Airframe**, will be delivered the next time Kimberly's Kindle for PC 2 syncs. If you would like to manage your digital titles, go to Manage Your Kindle.

You can also send your book to other registered devices at Manage Your Kindle or read on other devices using our Free Kindle Reading Apps.

> Continue shopping the Kindle store

15) Open your Kindle app, click on the book cover and start reading.
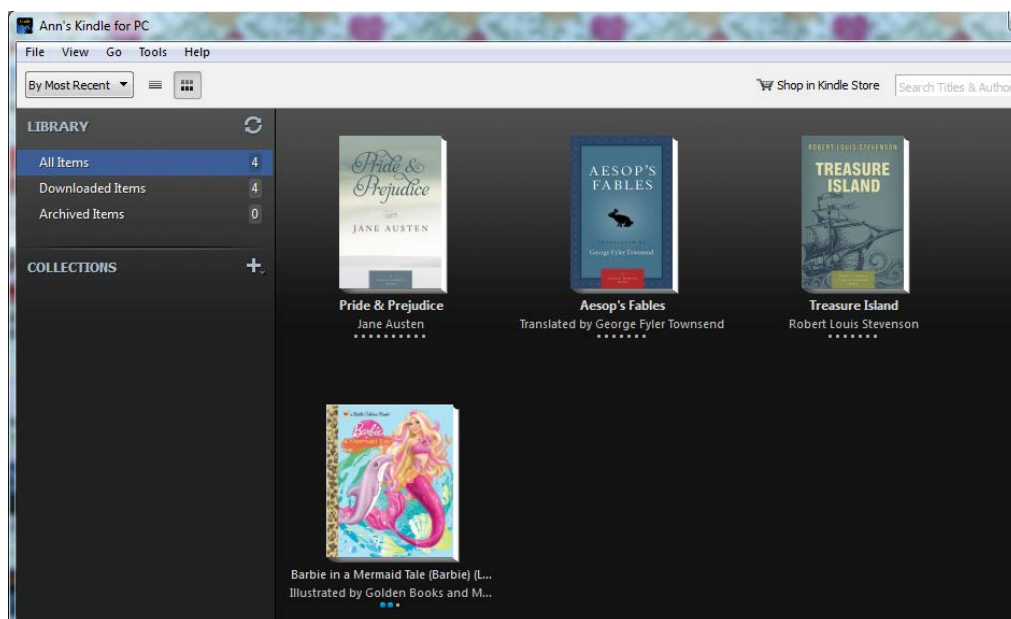
16) You can return books early on Amazon.com. Under **Manage your Kindle**, all library books are marked digital library. You may click **Actions** to **Return this book**. This will check the book back in at OverDrive.

 Click **Actions** again to **Delete this book** to remove it from your Kindle app and Kindle Library.

The ebook will remain on your computer or laptop Kindle app after the **Expires on** date but you will not be able to open it after the expiration date. You may delete the title after the expiration date.

***Note: OverDrive eBooks marked: **Kindle devices via USB only** cannot be opened with the free Kindle app. Due to restrictions by the publisher, they can only be opened with "real" Kindle devices.